

## **Skills and Qualifications Michigan Superintendent of Public Instruction**

The Superintendent must

- Have a current understanding of educational policy and practice, and experience in an educational setting that equips him/her to address the issues facing public education in the state and the nation, including a commitment to school accountability and the expectations for high achievement for all embodied in Michigan's standards and the federal No Child Left Behind (NCLB) Act;
- Understand and agree that while working to implement NCLB, he/she will be proactive at the federal level on behalf of Michigan's students and schools;
- Have experience in and commitment to closing the achievement gap, and to helping advance achievement at high priority schools;
- Share a vision of educational excellence and reform consonant with the State Board of Education, and a commitment to identify, promote and implement strategies most effective at improving educational achievement, and life outcomes for learners in Michigan;
- Implement the Board's goal "Attain substantial and meaningful improvement in academic achievement for all students/children with primary emphasis on high priority schools and students," and objectives, and communicate them effectively to many different internal and external audiences;
- Understand and agree with the central premise of the State Board of Education—namely, that all children can and must learn at a high level—and must accept that one of the Department of Education's primary functions is to help school district administrators and teachers continually improve the quality of public education by adapting to changing needs of students, parents, faculty, and the communities they serve;
- Have a professional commitment and vision to support the needs of students with disabilities, and the implementation of IDEA, as reauthorized;
- Have an understanding of early childhood education and believe that 0-5 education relates directly to how students perform in K-12 school environments;
- Have ability to work effectively with the State Board of Education and the Governor, Legislature, and other departments of state government as a member of the Governor's Cabinet and as a state constitutional officer;

- Have a proven record of success in improving the performance and outcomes of educational systems and programs;
- Have the ability to “think outside the box” and create new and innovative approaches;
- Be a skilled manager of people and financial resources and possess excellent motivational and interpersonal skills; have demonstrated strong organizational and administrative abilities and exceptional analytical and decision-making skills; be committed to and effective at motivating and empowering the staff of the Michigan Department of Education to maximum performance;
- Be accessible to parents, administrators, teachers, local school board members, and other constituents;
- Have a demonstrated ability and record of basing programmatic and policy decisions on the results of excellent research and sound data, tempered by practical experience; and
- Be able to lead and manage diverse internal and external constituencies representing different viewpoints and perspectives; be able to weave together different opinions, build on the existing programmatic and policy foundation, forge alliances, and adapt programs when necessary to serve the best interests of Michigan students.

## **EDUCATION AND EXPERIENCE REQUIRED**

- A combination of formal education, training, and experience that demonstrates expertise in leadership and management at a significant level of responsibility in a complex organization is required.
- A master’s degree and experience in the development and implementation of educational programs are required.
- Experience in the management of significant budgets and the leadership of people will be important considerations for the Board in the appointment process.

## **Proposed Timeline Selection of Superintendent of Public Instruction**

February 23, 2005	Approval of Selection Process; Approval of Criteria (Desired Skills and Qualifications); Approval of Application Process
February 24, 2005	Development of Advertisements, Web postings, etc.
March 31, 2005	Deadline for Applications
April 1-30, 2005	Review Applications
May 2, 2005	Announce Finalists
Week of May 10, 2005	Public Interviews

### **John Austin's Proposal**

February 23, 2005	Approval of Selection Process; Approval of Criteria (Desired Skills and Qualifications); Approval of Application Process
February 24, 2005	Development of Advertisements, Web postings, etc.
March 20, 2005	Deadline for Applications
March 20-April 10, 2005	Review Applications
April 11, 2005	Announce Finalists
Week of April 18, 2005	Public Interviews

# **MICHIGAN SUPERINTENDENT OF PUBLIC INSTRUCTION**

## **APPLICATION PROCESS**

Individuals who are interested in the position are encouraged to send resumes and supporting information to:

Mrs. Eileen Hamilton  
State Board Executive  
Michigan State Board of Education  
Post Office Box 30008  
Lansing, Michigan 48909  
Telephone: (517) 373-3902  
Facsimile: (517) 335-4575  
E-mail address: hamiltone@michigan.gov

Additional information regarding the position and selection process is available on the Michigan Department of Education web site: [www.michigan.gov/mde](http://www.michigan.gov/mde)

**Candidates who wish to have their interest in the position remain confidential until they are chosen as a final candidate must specify in the cover letter that accompanies their resume that their names not be made public until and unless they are chosen for interviews by the Board.**

If this request for confidentiality is not made, and consistent with Michigan's Open Meetings Act, applicants' names can and probably will be made public.

## Sample Ad

### **MICHIGAN SUPERINTENDENT OF PUBLIC INSTRUCTION**

The Michigan State Board of Education seeks an innovative and dynamic educator to manage, supervise, and lead the State Department of Education and promote the continual improvement of public education. The Superintendent implements policy established by the Board and Legislature, and is a major spokesperson, advocate, and liaison for education. Michigan public schools serve about 1.7 million students in 553 traditional school districts and 199 charter schools. The Department has a staff of nearly 300, a budget of over \$1 billion in state and federal funds, and administers over \$11.2 billion in state aid to local school districts. The deadline for application is \_\_\_\_\_. Send resumes and letters of interest to: Eileen F. Hamilton, State Board Executive, Post Office Box 30008, Lansing, Michigan 48909, Phone: 517/373-3902, Fax: 517/335-4575, E-mail: [hamiltone@michigan.gov](mailto:hamiltone@michigan.gov), Web site: [michigan.gov/mde](http://michigan.gov/mde)

#### Suggested venues

Education Week  
NASBE  
CCSSO  
ECS  
Major Education Organizations  
Chronicle of Higher Education  
NCREL/Learning Point Associates  
Civil Service  
Others, as identified